



DEPARTMENT OF FINANCE
SUPPLIER DIVERSITY ACTION PLAN
SEPTEMBER 2010

OVERVIEW

Governor Jack Markell executed Executive Order No. 14 on December 22, 2009 stipulating that the State benefits from an inclusive business environment that includes the creation and expansion of minority and/or women business enterprises and that:

- The State of Delaware benefits from a successful Women and Minority Business community as a part of the general public, in addition to being a procurer of goods and services from a competitive marketplace wherein successful Women and Minority Businesses prosper; and
- The State has made significant advances in transparency through the centralized, online posting of bid opportunities as well as the establishment of the online checkbook; and
- Coordinated efforts of the public and private sectors are necessary to significantly increase the participation of minority and/or women business enterprises in all aspects of State contracting and procurement.

Designation of DOR's Minority and Women Business Enterprise Liaison

Among a number of critical tasks associated with Executive Order No. 14, was the requirement for each Department and Agency within the Executive Branch, to designate a Minority and Women Business Enterprise Liaison, who shall have direct access to his or her Secretary concerning minority and/or women business enterprise program matters.

Department of Finance Secretary Thomas J. Cook appointed Stephanie Scola, Director, Bond Finance as the Minority and Women Business Enterprise Liaison for the Department of Finance (“DOF”). Stephanie Scola, or her designee, will undertake the responsibilities of DOF’s Minority and Women Business Enterprise Liaison.

Responsibilities of DOF’s Minority and Women Business Enterprise Liaison

DOF’s Minority and Women Business Enterprise liaison shall be responsible for the following:

- Assisting the Executive Director of the Office of Minority and Women Business Enterprise and the Governor’s Supplier Diversity Council, as created in Executive Order No. 14, including but not limited to discussing best practices and educating staff
- Assisting in the development and implementation of DOF’s Supplier Diversity Action Plan, as required by Executive Order No. 14
- Preparing reports for the Governor’s Supplier Diversity Council; and
- Undertaking such additional tasks relating to Executive Order No. 14 as required from time to time by the Governor

Goals of DOF’s Supplier Diversity Action Plan

The goals of DOF’s Supplier Diversity Action plan align precisely with the goals of Executive Order No. 14. Specifically those goals are to:

- Maximize contracting opportunities for minority and/or women business enterprises.
- Increase transparency for subcontracting opportunities.
- As appropriate, support the OWMBEs statewide goals and objectives for increasing supplier diversity initiatives statewide as defined in Executive Order No. 14.

DOF’s Supplier Diversity Action Plan- Requirements and Responsibilities

DOF’s mission will continue: to provide leadership in securing, allocating, managing and accounting for financial resources critical to the delivery of governmental services and promotion of Delaware’s economic health.

As a result, in response to the requirements of Executive Order No. 14 and in support of the Order’s stated objective of increasing supplier diversity initiatives within state government and our belief that this inclusive approach is good for sustained economic health of the State of Delaware, the Department of Finance shall:

- Require that DOF Division Directors comply with all State procurement policies and encourage applicable vendors to certify with OMWBE.
- Provide information to OMWBE on certified minority and women owned businesses that submit bids on contract efforts administered by the Department of Finance.
- Disseminate information developed by OMWBE for state supplier initiatives.
- Provide instructional guidance on any Department of Finance specific procurement/bid programs.
- Provide OMWBE feedback on best practice proposal submission, potential barriers to new vendors soliciting business, reviewing proposal evaluating scores.

APPROVED:

Honorable Thomas J. Cook
Secretary, Department of Finance